

**TEMPORARY ASSISTANCE TO NEEDY FAMILIES
(TANF) REPORTING REQUIREMENTS
DEFINITIONS/INSTRUCTIONS**

Q5i Version 1.4.3

Enter data on TANF families that have been authorized to receive a cash grant for the sample month. A TANF family is defined as all individuals receiving assistance as part of a family under the TANF program, and the following additional persons:

1. Parent(s) or caretaker relative(s) (including those receiving SSI) of any minor child receiving assistance;
2. Minor siblings (including those receiving SSI) of any child receiving assistance; and
3. Any person whose income or resources would be counted in determining the family's eligibility, for or amount of assistance.

Therefore, no data nor data entry is to be made for the following household members unless they were included in the AU, OR their income/resources were counted in determining the family's eligibility for or amount of assistance:

1. Unrelated adults (to any AU member);
2. Unrelated children (to any AU member), including;
3. Foster children.
4. Adult siblings of any minor in the AU.

This reporting instrument is divided into four sections.

1. Review Data,
2. Family Level Data
3. Adult Level Data.

An Adult is a person who is either:

1. Nineteen years of age or older; or
2. Eighteen years of age and head of household; or a
3. Minor head of household

An adult meeting the definition provided above, and meeting the definition of TANF family member provided above, is coded "A" on the face sheet. Data will be reported on "A" adults in the Federal sample universe and "C" adults in the Separate State Program/Maintenance of Effort (SSP/MOE) sample universe.

4. Child Level Data.

"A child," means a person who is a member of an AU and who is under the age of 18, or is 18, and enrolled as a full-time student in high school or a vocational or technical program, provided he/she can reasonably be expected to complete the program before reaching age 19. A minor parent shall be considered a child if they are included in an AU with a senior parent. A child meeting the definition provided above, and meeting the definition of TANF family member provided above, is coded "B" on the face sheet in the Federal sample universe and "D" in the SSP/MOE universe.

Data will be reported on "B" and "D" children.

NOTE: All data items are to be answered for the SAMPLE MONTH whether so noted or not.

Use agency records, including but not limited to; case record, computer files, WTW records, GAIN files, family support division, contact with agency workers by phone, fax, verbally, etc. Recipient and/or third party contact is not precluded if indicated by worker judgement.

REVIEW DATA: ONE PER REVIEW

T6C. Deprivation

There are four possibilities:

- Code 1. Absent parent
- Code 2. Deceased parent
- Code 3. Incapacitated parent
- Code 4. Unemployed principal wage earner

T9. Disposition

There are two federal options for disposition:

Code 1. Data collection completed; and

Code 2. Not subject to data collection/listed in error.

Code 2 applies when the case was discontinued by the end of month prior to the sample month and is not receiving TANF assistance.

Code 2 also applies if this case does not fit the universe from which it was drawn.

FAMILY LEVEL DATA: ONE PER REVIEW

T10. New Applicant

A “new applicant” means the sample month is the first month in which the TANF family receives assistance and the AU has had a chance to be selected into the TANF sample. This may be either the first month that the TANF family has ever received assistance or the first month of a new spell on assistance in which the family did not receive TANF assistance for the calendar month preceding the month of application.

EXAMPLES:

1. A TANF family that is reinstated from a suspension is not a newly approved applicant as they did not lose their eligible family status.

2. An Inter County Transfer (ICT) is not a new applicant in the receiving county as TANF assistance has not been interrupted, the family has merely changed residence.

3. A family that had not received assistance in February applies for assistance on March 25th and is approved. The County issues the family’s check on April 25th to cover assistance for March and April. In this case, the State must include the family on the April report as a “new applicant” because it received assistance for the first time in April. The State would not be required to include it on the March secondary report. This case should be dropped if in the April primary sample and reviewed if in the April secondary sample. If the sample month was March, the case should be dropped from either sample.

3A. The above mentioned family applies for assistance on March 25th and is approved with a check issued March 30th. For the sample month of April, this family is not a new applicant family. It should be reviewed if in the primary sample and dropped if part of the secondary sample.

4. A family notifies the County that they are leaving the country on March 25th. They receive prorated assistance for March and the case is terminated. The family returns to the United States on April 5th, applies for assistance and receives a check on April 15th. The April 15th check is picked up in the April secondary sample. This case should be reviewed if part of the primary sample and dropped if part of the secondary sample.

4A. The above mentioned family doesn’t return to the United States until May 5th. They apply for assistance and are issued a check on May 15th. Now this family should be dropped if part of the primary sample and be reviewed if part of the secondary sample.

The determining feature of a “new spell of assistance” is that the family did not receive assistance in the month prior to the month of application. The only exception is the example #3 where technically the family was aided in the prior month, however, their initial check was not issued until the sample month.

T10A. Date of Most Recent AFDC/TANF

Enter the two digit month, two digit day and two digit year (MMDDYY) for which the first payment was made under the most recent opening for this assistance cycle. An assistance cycle is a continuous spell of receipt of AFDC/TANF cash benefits unbroken by a period of non-assistance sufficient to require a new application for assistance.

T11. Number of Family Members

Enter the number of members receiving assistance under the TANF program. Assistance is defined as: cash payments, vouchers, and other forms of benefits delivered via a TANF agency designed to meet a family's ongoing basic needs for food, clothing, shelter, utilities, household goods, personal care items, and general incidental expenses. Items T11A and T11B break out the adult-child members. Include MFG children in this count.

Benefits provided in the form of payments by a TANF agency to individual recipients and conditioned on their participation in work experience, community service, or other work activities, are included in this definition of assistance.

Supportive services such as transportation and child care provided to families who are not employed are also defined as assistance except where specifically excluded by the seven exclusions listed below.

The term "assistance" excludes:

1. Nonrecurring short-term benefits (such as payments for rent deposits or appliance repairs) that:
 - A. Are designed to deal with a specific crisis situation or episode of need;
 - B. Are not intended to meet recurrent or ongoing needs; and
 - C. Will not extend beyond four months.

The exclusion of non-recurrent short-term benefits also applies to supportive services to recently employed families, during temporary periods of unemployment in order to enable continuity in their service arrangements.

2. Work subsidies (example, payments to employers or third parties to help cover the costs of employee wages, benefits, supervision, and training);
3. Supportive services such as childcare and transportation provided to families who are employed;
4. Refundable earned income tax credits;
5. Contributions to, and disbursements from, Individual Development Accounts;
6. Services such as counseling, case management, peer support, child care information and referral, transitional services, job retention, job advancement, and other employment-related services that do not provide basic income support; and
7. Transportation benefits provided under an Access to Jobs or Reverse Commute Project, pursuant to section 404(k) of the PRWORA to an individual who is not otherwise receiving assistance.

A TANF family is defined as all individuals receiving assistance as part of a family and the following additional persons:

1. Parent(s) or caretaker relative(s) of any minor child receiving assistance;
2. Minor siblings of any child receiving assistance; and
3. Any person whose income or resources would be counted in determining the family's eligibility for, or amount of assistance.

An adult is a person who is either:

1. Nineteen years of age or older; or
2. Eighteen years of age and head of household; or a
3. Minor head of household.

T12A. Non-Needy Caretaker Relative Case?

A non-needy caretaker relative is a relative other than a parent (natural or adoptive) or stepparent head-of-household with sufficient income to meet his or her own needs. An example is a SSI Grandmother; another would be the fully employed paternal uncle.

T13. Receives Subsidized Housing

Indicate whether this family has received subsidized housing for the sample month,

Code 1. Public housing is housing that is owned by some governmental entity, rents may be fixed or on a sliding scale according to income.

Code 2. Subsidized housing (rent subsidy) is privately owned housing for which money was paid by the Federal, State or local government or through a private social service agency to the family or to the owner of the housing to assist the family in paying rent.

NOTE: Two families sharing living expenses do not constitute either subsidized housing or public housing.

Code 3. No housing subsidy.

T13A. For All Household's (HH) Amount Rent/Mortgage

Enter the sample month amount of rent or mortgage the AU is obligated to pay from its own resources. Do not include any subsidy amount.

If non-AU members contribute, enter only that part paid by the AU. If unable to distinguish which part of the payment was made by the AU, prorate to arrive at the AU share.

Enter whole dollars only.

T13B. For All Household's (HH) Utility Expense

This is a food stamp type question. Answer whether the household received food stamps or not.

Code 1. If the household did not incur a utility expense enter a "1". This code can apply to both food stamp and non-food stamp households.

Code 2. If the household was allowed either the full or partial SUA enter a "2". In this instance, the household must be receiving food stamps and must be allowed full or partial SUA as a deduction.

Code 3. If the food stamp household received actual utility expenses enter code "3". Use code "3" if the utilities were included in the rent or in any other situation where a utility cost was incurred and the food stamp household did not get either full or partial SUA.

Use Code 3 if the FSHH incurred a utility cost but the CWD did not allow any utility expenses in the food stamp budget.

Use code 3 if this is a non-food stamp household and the household incurs utility costs.

T15. Receives Food Stamps

If any member of the TANF AU was authorized to receive Federal and/or California Food Assistance Program (CFAP) Food Stamps in the sample month, enter code 1.

If no member of the TANF AU was authorized to receive Federal and/or CFAP Food Stamps, enter code 2.

T16. Amount of Food Stamp Assistance

Enter the amount of Federal and/or CFAP Food Stamps authorized to be received by the TANF AU in the sample month. If the TANF AU differs from the FSHH, prorate the amount of Food Stamps received equally among each food stamp recipient, then add together the amount belonging to the TANF AU members.

If no Food Stamps were received, enter zero.

Enter whole dollars only.

T17. Receives Subsidized Child Care

Subsidized childcare is a grant by the Federal, State or local government to or on behalf of a parent (or caretaker relative) to support, in part or whole, the cost of childcare services provided by an eligible provider to an eligible child. The grant may be paid directly to the parent (or caretaker relative) or to a child care provider.

Code 1: the TANF family was authorized to receive childcare that was subsidized either entirely or in part by Federal monies.

Code 2: the TANF family was authorized to receive a childcare subsidy funded entirely under a State, Tribal, and/or local program.

Code 3: the TANF family was not authorized to receive a childcare subsidy.

T18. Amount of Subsidized Child Care

Enter the total amount of Sample month subsidized childcare the TANF family was authorized to receive regardless of source (Fed, State, or local). If the family was not authorized to receive a childcare subsidy, enter zero.

Enter whole dollars only.

Code 1: TANF or other Federally funded child care

Code 2: State or other non-Federally funded child care

Code 3: No child care subsidy

T19. Amount of Child Support

Enter the amount of child support that the TANF family received in the sample month. Include current payments, arrearages, recoupment, pass-through and disregard amounts. This does not include amounts retained by the District Attorney Child Support Division nor child support received for a non-aided child nor spousal support. If none, enter zero. Enter whole dollars only.

T20. Amount of Family's Cash Resources

Enter the total amount of the TANF family's cash on hand and bank account(s). Do not count the TANF sample month grant. If none, enter zero.

Enter whole dollars only.

T21A. Monthly Grant Amount

Enter the amount of the sample month cash grant that was authorized for the TANF AU. Do not add in any amounts being recorded in items 21C (PSN), 21D (HAP), 21E (RISP), or 21F (other special need payment). Enter whole dollars only.

Include any amount deducted due to overpayment recoupment or adjustment.

T21B. Number of Months Received Grant

Enter the number of months the family received a cash grant of the type recorded in item T21A. For Federal TANF cases, start with the sample month and count back to December 1, 1996 (the first date California made a TANF payment). For a SSP/MOE two parent sample case, start with the sample month and count back to October 1, 1999 (the first date California made a SSP/MOE payment).

For a 60 month TANF timed out case funded with state funds, start with the sample month and count back to the month in which the case transitioned from federal to state funding.

T21C. Pregnancy Special Need Payment

Enter the amount authorized for the TANF family's sample month cash grant.

Enter whole dollars only. If none, enter zero.

T21D. Homeless Assistance Payment

Enter the amount authorized for the TANF family's sample month cash grant.
Enter whole dollars only. If none, enter zero.

T21E. RISP Payments

Enter the amount authorized for the TANF family's sample month cash grant.
Enter whole dollars only. If none, enter zero.

T21F. Other Special Need Payment

Enter the amount authorized for the TANF family's sample month cash grant.
Enter whole dollars only. If none, enter zero.

T22A. TANF Child Care Amount

Enter the total amount of TANF childcare assistance authorized for this not employed family to be received by the family or paid to a provider for the sample month.
Enter whole dollars only. If none, enter zero.

T22B. Number of Children Rec TANF Child Care

Enter the number of children that received TANF funded child care covered by the amount entered in item T22A.
If none, enter zero.

T22C. TANF Child Care Number of Months

Enter the number of months this not employed TANF family was authorized to receive childcare assistance for at least one child. Do not count months in which this family was employed. Count back to December 1, 1996, the start date for TANF funding.
The months do not need to be consecutive.
If none, enter zero.

T23A. Transportation Amount

Enter the amount of TANF transportation expense regardless of form that was authorized for this not employed family for the sample month.
Enter whole dollars only. If none, enter zero.

T23B. Transportation Number of Months

Enter the number of months the transportation expenses listed in Item 23A were authorized to be received regardless of whether any were authorized for the sample month. Count back to the inception of TANF funding (12-01-96).
Do not count months in which this family was employed. The months do not need to be consecutive.
If none, enter zero.

T24A. Transitional Services Amount

Enter the amount authorized for the non-employed family for the sample month.
Enter whole dollars only. If none, enter zero.

T24B. Transitional Services Number of Months

Enter the number of months transitional services have been authorized for this non-employed family regardless of whether any were authorized for the sample month. Count back to December 1, 1996.
If none, enter zero.

T25A. Other Amount/Ancillary

Enter the total amount of TANF expenditures authorized for this not employed family that has not been listed in items 21 through 24.

Enter whole dollars only. If none, enter zero.

T25B. Other Number of Months

Enter the number of months other TANF expenditures were authorized for the family regardless of whether any were received in the sample month. Do not count months this family was employed. The months do not need to be consecutive. Count back to the inception of TANF funding, December 1, 1996.

If none, enter zero.

T26A2. Work Requirement Sanction

Indicate whether a work requirement sanction has been imposed for the sample month.

T26A2A. Amount

Enter the amount of the work requirement sanction.

T26A4A. Penalty/Cal Learn Teen Parent Not Attending School

Indicate whether a Cal Learn teen parent penalty for not attending school has been imposed for the sample month.

T26A4A1. Amount

Enter the amount of the penalty assessed for the sample month. Enter whole dollars only.

T26A4B. Penalty/Child 16 or older Not Attending School

Indicate whether a penalty for a child age 16 or older (and not a teen parent) not attending school has been imposed for the sample month.

T26A4B1. Amount

Enter the amount of the penalty assessed for the sample month. Enter whole dollars only.

T26A4C. Penalty Parent with Child Not a Teen Parent

Indicate whether a penalty for a parent with a child under age 16 (and not a teen parent) not attending school has been imposed for the sample month.

T26A4C1. Amount

Enter the amount of the penalty assessed for the sample month. Enter whole dollars only.

T26A4D. Immunization Penalty

Indicate whether an immunization penalty has been imposed for the sample month.

T26A4D1. Amount

Enter the amount of the penalty assessed for the sample month. Enter whole dollars only.

T26A5A. Penalty for Non-Cooperation with Child Support

Indicate whether a penalty for non-cooperation with the child support division in establishing paternity/maternity or obtaining child support has been imposed for the sample month.

T26A5A1. Amount

Enter the amount of the penalty assessed for the sample month. Enter whole dollars only.

T26A5B. Sanction for Failure to Assign Child Support Rights

Indicate whether a sanction for failure to assign child support rights has been imposed for the sample month.

T26A5B1. Amount

Enter the amount of the sanction assessed for the sample month. Enter whole dollars only.

T26A6. Failure to Comply with Individual Responsibility Plan

Indicate whether a sanction for failure to comply with an individual responsibility plan has been imposed for the sample month.

See MPP 42-711.6.

T26A6A. Amount

Enter the amount of the sanction assessed for the sample month. Enter whole dollars only.

T26A7. Other Sanction or Penalties

Indicate whether any sanction or penalty other than those listed in items 26A2 through 26A6 has been imposed for the sample month.

T26A7A. Amount

Enter the amount of other sanction or penalty assessed for the sample month.
Enter whole dollars only.

T26B. Recoupment of Prior Overpayment

Enter the amount of TANF that has been recouped for the sample month to repay a prior overpayment. Enter whole dollars only. If none, enter zero.

T26C2. Family Cap (Maximum Family Grant [MFG])

Indicate whether family cap MFG provisions have prevented the MAP from increasing with an additional eligible child(ren) entering the family.

T26C2A. Amount

Enter the amount of the MFG reduction for the sample month.
This is calculated by determining the amount of the TANF grant with the MFG child's needs included in the budget formula, then calculating the TANF grant with the MFG child's needs excluded. Then subtract the excluded amount from the included amount and enter that amount in this item. Enter whole dollars only.

T26C4. Reduction Length of Assistance

Indicate whether there are any family members that have been removed from the grant due to reaching the five-year Federal time limit imposed on the receipt of TANF.

T26C4A. Amount

Enter the amount of reduction in TANF that can be attributed to the five-year federal time limit. Enter whole dollars only.

T26C5. Other Non-Sanction

Indicate whether there has been a sample month reduction in assistance due to other non-sanction reasons not listed in items 26B through 26C4.

Do not include reductions due to the receipt of income, earned or unearned.

T26C5A. Amount

Enter the amount of other non-sanction reduction. Enter whole dollars only.

T27. Waiver Evaluation Experimental and Control Groups

Indicate whether the TANF case being reported on is a member of a control group (code 1), an experimental group (code 2), or subject to waiver policies (code 3). If not, enter code 9.

T28. Exempt from Federal Time-Limit Provisions

Indicate whether the family is not exempt, or if exempt, the type of exemption. See All County Letter 99-90, dated October 21, 1999. This ACL is 16 pages long and is too long to incorporate in these definitions except by reference. The ACL provides background and easy to use charts in determining when the Federal time clock is ticking.

NONEXEMPT:

Code 01 = The family is not exempt from the federal time limit for the receipt of federally funded TANF.

EXEMPT: Family does not include a head-of-household or a spouse of the head-of-household who is receiving federally funded assistance.

Code 02 Exempt because the head-of-household does not receive assistance. If the federally funded TANF family does not include an adult head-of-household, a spouse of the head-of-household, or a minor child head-of-household who has received federally funded assistance for 60 countable months or is otherwise exempt from accrual of months of assistance or termination of assistance under the federal five-year time limit for the sample month, enter code 2.

EXEMPT: Family includes a head-of-household or a spouse of the head-of-household, but has accrued less than 60 months of assistance.

Code 03 Exempt from accrual of federal months because the case receives State funds only.

Code 04 Exempt because the family is living in Indian country or an Alaskan Native village where at least 50 percent of the adults living in the Indian country or Alaskan native village are not employed. There is no adult that has reached the Federal Time limit of 60 countable months.

Code 05 Exempt from accrual of months due to a welfare reform waiver. Family is exempt from accrual of months under the Federal five-year time limit for the sample month based on an approved welfare reform waiver policy.

EXEMPT: Family includes a head-of-household or a spouse of the head-of-household, who has received federally funded assistance for 60 countable months.

Code 06: Family is exempt from termination of assistance under the Federal five-year time limit for the sample month because assistance to the family is funded entirely from state only funds.

Code 07: Family is exempt from termination of assistance under the Federal five-year time limit for the sample month due to a hardship exemption, battery, or extreme cruelty.

Code 08: Family is exempt from termination of assistance for the sample month based on a good cause domestic violence waiver of time limits.

Code 09: Exempt because the family is living in Indian country or an Alaskan Native village where at least 50 percent of the adults living in the Indian country or Alaskan native village are not employed.

Code 10: Exempts the entire family (adults and children) from the federal time limit provision under Welfare Reform Extension Waivers.

Code 11: Exempts the children in the family from the Federal Time Limit provision

when the adults have reached the FTL maximum and the adults are time limit sanctioned.

T29. New Child Only Family for the First Time in the Sample month?

Indicate whether the sample month is the first month in which this sampled case has been a “child only case”.

Code 1 Yes. Federally funded TANF AU that does not include an adult or a minor head-of-household receiving TANF, and that:

- A. Has received federally funded TANF for at least the sample month and the month prior to the sample month; and
- B. Did not receive benefits in the prior month as a child-only case; and
- C. Is a child-only case for the sample month.

Code 2 No. All other families.

T29A. For All Child Only Case Reason

Enter the code indicating the reason there is no adult or minor head-of-household receiving TANF in the child-only case. This applies to all child only cases, not just to sample month new child only cases.

T29V1. Number of Non-Exempt Non-Excluded Vehicles Owned

Enter the number of vehicles, not to exceed nine (9), owned by the TANF family in the sample month that are neither excluded nor exempt from resource valuation (i.e., count the number that contribute toward the resource limit).

T29V2. Market Value of First Non-Exempt, Non-Excluded Vehicle

There are items to record market values for three vehicles. Enter the most valuable vehicle in this item. Market value can be determined by internet blue book, blue book, dealer quotes, classified ads, et cetera (etc.). Do not deduct encumbrances. Enter the market value.

If there is no non-exempt, non-excludable vehicle, make no entry.

T29V3. Market Value of Second Non-Exempt Non-Excluded Vehicle

There are items to record market values for three vehicles. Enter the second most valuable vehicle in this item. Market value can be determined by internet blue book, blue book, dealer quotes, classified ads, et cetera (etc.). Do not deduct encumbrances. Enter the market value.

If there is no second non-exempt, non-excludable vehicle, make no entry.

T29V4. Market Value of Third Non-Exempt Non-Excludable Vehicle

There are items to record market values for three vehicles. Enter the third most valuable vehicle in this item. Market value can be determined by internet blue book, blue book, dealer quotes, classified ads, et cetera (etc.). Do not deduct encumbrances. Enter the market value.

If there is no third non-exempt, non-excludable vehicle, make no entry.

ADULT LEVEL DATA: ONE PER PERSON

T30. Family Affiliation

Enter the code indicating the adult's relation to the eligible family.

MEMBER OF THE ELIGIBLE FAMILY:

Code 1. This adult is a member of the eligible family. Includes AU member adults and those adults that were in the AU and have subsequently been sanctioned.

NOT A MEMBER OF THE ELIGIBLE FAMILY:

- Code 2. Excluded Parent of Minor Child in the Eligible Family
This adult is excluded from the eligible family due to SSI or undocumented alien status. This code applies only to an excluded parent of an eligible (or otherwise eligible) child AU member.
- Code 3. Non-Needy Caretaker Relative of minor child in eligible family.
- Code 4. N/A
- Code 5. Adult is not in the eligible family, but has income or resources that are considered in determining the eligibility for or the amount of assistance.

T31. Noncustodial Parent Indicator

Indicate whether this adult is a noncustodial parent (NCP).

Code 1. Yes

Code 2., No

Each adult coded T30 code 1 or 2 must have an entry in T31.

The NCP does not have custody of his/her child(ren) in this sampled TANF case. The State must report information on the NCP if the NCP: (1) is receiving assistance, (2) is participating in work activities (defined in items T49 through T62); or (3) has been designated by the State as a member of a family receiving assistance (even though not living in this family's household).

T34A. Hispanic or Latino

Enter either a code 1 (Yes) if this adult is Hispanic or Latino or Code 2 (No) as recorded in agency records.

Each adult must have a code in T34A AND at least one item in T34B through T34F must be coded 1.

Reporting of this data element is not necessary for persons coded 5 in item T30 (Family Affiliation).

T34B. American Indian or Alaska Native

Enter either a code 1 (Yes) if this item indicates the race of this adult or code 2 (No) as recorded in agency records. Reporting of this data element is not necessary for persons coded 5 in item T30 (Family Affiliation).

T34C. Asian

Enter either a code 1 (Yes) if this item indicates the race of this adult or code 2 (No) as recorded in agency records. Reporting of this data element is not necessary for persons coded 5 in item T30 (Family Affiliation).

T34D. Black/African American

Enter either a code 1 (Yes) if this item indicates the race of this adult or code 2 (No) as recorded in agency records. Reporting of this data element is not necessary for persons coded 5 in item T30 (Family Affiliation).

T34E. Native Hawaiian/Pacific Islander

Enter either a code 1 (Yes) if this item indicates the race of this adult or code 2 (No) as recorded in agency records. Reporting of this data element is not necessary for persons coded 5 in item T30 (Family Affiliation).

T34F. White

Enter either a code 1 (Yes) if this item indicates the race of this adult or code 2 (No) as recorded in agency records. Reporting of this data element is not necessary for persons coded 5 in item T30 (Family Affiliation).

T35. Gender

Indicate this adult's gender.

Code 1. Male

Code 2. Female

T36A. Receives Federal Disability Under OASDI

Indicate whether this adult received OASDI for the sample month. The operative word is "disability". You must distinguish between retirement and disability.

OASDI = Old Age Survivors Disability Insurance.

Old Age = retirement benefits.

Survivors = death benefits to decedent's beneficiaries.

Disability Insurance = can be paid to the insured and to the insured's dependents.

Sometimes referred to as RSDI. Funded under Title II of the Social Security Act. Contact with the SSA may be required to determine if the source of the OASDI benefit is disability based.

T36B. Receives Benefits Under Non Social Security Act

Indicate whether this adult received non Social Security based disability benefits for the sample month. An example of a non Social Security Act federal disability program is Black Lung benefits.

T36C. Receives Aid Disabled Title XIV APDT

Indicate whether this adult received Title XIV APDT for the sample month. Title XIV APDT monies are federal grants to the state to provide aid to persons with a total and permanent disability.

T36D. Receives Aid Aged/Blind Title XVI AABD

Indicate whether this person received Title XVI AABD for the sample month.

Title XVI of the Social Security Act funds two programs. This item tracks AABD.

Recipients of title XVI I AABD are permanently partially or totally disabled. The "AA" and "BD" designators indicate whether the recipient is in an assisted or independent living situation.

T36E. Receives Supplemental Security Income Title XVI SSI

Indicate whether this adult received SSI for the sample month. Title XVI SSI is disability based. The disability must be expected to last one year or more.

T37. Marital Status

Enter the marital status of this adult as of the first day of the sample month. If two codes apply (e.g., if a person is widowed and has remarried), enter the most current.

Code 1: Single, Never Married

Code 2: Married, Living with Spouse

Code 3: Married but Separated from Spouse

Code 4: Widowed/Widower

Code 5: Divorced

T38. Relationship to Head of Household

Indicate this adult's relationship to the head of the TANF household. Use the codes provided. For example, if this adult is not married to the head of household but has a child in common with the head of household, then the relationship is code 10, unrelated adult with a child in common (with the head of household).

Code 01. Head of household. Adult is the head of the household. If there is only one adult in the Au, that adult must be coded 01.

There can not be two persons coded as head of household.

Code 02. Spouse of the Head of Household.

Code 03. Father or Mother of the Head of Household.

Code 04. N/A

Code 05. N/A

Code 06. N/A

Code 07. Other Related Adult (Brother, Sister, Niece, Nephew, Cousin).

Code 08. N/A

Code 09. N/A

Code 10. Unrelated Adult. Includes adult not married to head of household but with a child in common with the head of household.

T40. Needs of a Pregnant Woman

If this woman is or is not pregnant and has had her assistance authorized to be increased for the sample month due to a PSN diet, enter code 1.

If this woman is or is not pregnant and has not had her assistance authorized to be increased for the sample month by the addition of a PSN dietary consideration, enter code 2.

If this person is a man, enter code 2.

T40A. Other Special Need Payments (Excluding Homeless Assistance)

Indicate whether this adult has been authorized to receive a special need payment (excluding HAP and PSN) for the sample month.

T41. Education Level

Enter the code indicating the highest educational level completed by this adult as of the sample month. "01-11" means to use the number from 01 through 11 to report the grade level if that is the highest obtained, e.g., eighth grade would be coded as "08". If someone has amassed a large number of college credits without the awarding of a degree, the highest level completed would be code 97.

Kindergarten as the highest level of completion is to be coded 98.

If the adult is in T30 Family Affiliation Code 1, then code 99 Unknown is unacceptable. Code 99 can be used for T30 Codes 2, and 3. Coding of this item is not necessary for adults with a T30 Code of 5.

T42. Citizenship/Alienage

Enter the code denoting this adult's citizenship status. Code what the agency records and IEVS will support. There are three choices:

Code 1. US citizen (native or naturalized);

Code 2. Qualified alien. A "qualified alien" is an alien who is:

lawfully admitted for permanent residence in the U.S. under the INA;
or

a refugee who is admitted to the U.S. under section 207 of the INA; or
Granted asylum under section 208 of the Immigration and Nationality Act (INA); or

paroled into the United States (U.S.) under section 212(d)(5) of the Immigration and Nationality Act (INA) for a period of at least one year; or

an alien whose deportation is being withheld under section 243(h) of the Immigration and Nationality Act (INA) (under previous law), or section 241(b)(3) of the Immigration and Nationality Act (INA); or granted conditional entry pursuant to section 203(a)(7) of the Immigration and Nationality Act (INA) as in effect prior to April 1, 1980; or
a battered spouse, battered child, or parent or child of a battered person with a petition pending under sections 204(a)(1)(A) or (B) or 244(a)(3) of the Immigration and Nationality Act (INA).

Code 9. Unknown = Other.

T42A. Is This Person Excluded Due to Their Alien Status

Indicate whether this adult is excluded from the assistance unit due to their alien status. Code "Yes" for both undocumented aliens and ineligible Legal Permanent Residents (LPR).

T42B. If Alien, Date of Entry into United States (US)

Enter the date of entry in the following format: MMDDYY; for example, if the date of entry was July fourth, 1976, enter 070476. If this person is either an undocumented alien or not an alien, leave this item blank.

T42C. If Alien, Alien Status

If not a qualified alien, leave this item blank.

- Code 1. Refugee.
- Code 2. Sponsored Alien.
- Code 3. Amnesty Alien.
- Code 4. Permanent Resident Under Color Of Law (PRUCOL) Alien.
- Code 5. Other Alien.

T43. Cooperation with Child Support

Indicate whether this adult has cooperated with the Child Support Division (CSD) of the District Attorney's office. Cooperate with CSD means cooperation in the establishment of paternity, cooperating with child support collection, and the assignment of support rights. If this adult is not required to cooperate with the child support division, enter code 9.

T44. Number of Months Toward Federal Time Limit

Enter the number of countable months of federally funded TANF assistance this adult has accumulated. The federal time count began with cases receiving assistance beginning December 1, 1996. Include TANF received in another state or U.S. territory. See All County Letter 99-90, dated October 21, 1999. This ACL is 16 pages long and is too long to incorporate in these definitions except by reference. The ACL provides background and easy to use charts in determining when the Federal time clock is ticking.

T45. Number of Months Remaining on State Time Limit

The State time count begins January 1, 1998, and extends for five years (60 months). Calculate the number of countable months of TANF this adult has received since January 1, 1998. Then subtract that number from 60 and enter the result in this item. See All County Letter 99-90, dated October 21, 1999. This ACL is 16 pages long and is too long to incorporate in these definitions except by reference. The ACL provides background and easy to use charts in determining when the State time clock is ticking.

T46. Is Current Month Exempt from the State's Time Limit

Indicate whether this adult is exempt from the state's time limit count for the sample

month.

See ACL 99.90 Attachment B.

T47. Employment Status

Indicate this adult's employment status for the sample month for all adults coded 1 through 3 in item T30 "Family Affiliation". This item must be left blank for adults coded 5 in item T30 Family Affiliation.

Code 1 = Employed in the sample month

Code 2 = Unemployed, looking for Work

Code 3 = Not in Labor Force

All WTW participants (that is, all adults not exempted from WTW participation) are to be coded either code 1 working or code 2 looking for work. All WTW exempt adults are to be coded either code 1 working or code 3 not in labor force.

T48. Work Participation Status (Items T48, T4839, and T4812 apply to both all family and two parent case reviews.)

T48 Work Participation Status

The chart below illustrates which codes are included in the work participation rate and which codes are allowed for each type of family (All Families or Two-Parent).

<u>Code</u>	<u>In WP Rate</u>	<u>Type of Family</u>	<u>Description</u>
01	No	All Families	Disregarded-Single parent w/child less than 12 months
02	No	All Family or 2-Parent	Disregarded-Sanctioned 3 months or less
03	No	All Family or 2-Parent	Disregarded-Research group participant
04	No	All Family or 2-Parent	Disregarded-Welfare reform waiver
05	No	All Family	Disregarded-Tribal Work Program Participant
06	Yes	All Families	Exempt-Single parent w/child less than 6 years
07	Yes	All Families	Exempt-Disabled
08	Yes	All Family or 2-Parent	Exempt-Caring for disabled child
09	Yes	All Family or 2-Parent	Exempt-Domestic Violence
10	Yes	All Family or 2-Parent	Exempt-State Waiver
11	No	All Family or 2-Parent	Exempt-Other
12	Yes	All Family or 2-Parent	Req'd to participate and sanctioned > 3 mos.
13	Yes	All Family or 2-Parent	Req'd to participate and not sanctd > 3 mos.
14	Yes	All Family or 2-Parent	Required to participate and not sanctioned.
15	Yes	All Family or 2-Parent	Deemed engaged in work Teen in school
16	Yes	All Family or 2-Parent	Deemed engaged in work Teen in Emp Ed 20 hrs
17	Yes	All Families	Deemed engaged in work w/child<6 & work 20hrs
18	Yes	All Family or 2-Parent	Required to participate, <u>not</u> meeting min req.
19	Yes	All Family or 2-Parent	Required to participate, meeting min req.
99	No	N/A	N/A-Not in AU

Enter this adult's work participation status for the sample month.

DISREGARDED means that no adult has a WTW participation requirement and that the family is not included in the WTW participation rate calculation.

EXEMPT means that this adult is exempt from participating in WTW, nevertheless, the family is considered in the calculation of the WTW participation rate.

Use code 99 for adults whose family affiliation code is 2, 3, 4, or 5.

Code 01. Disregard: Participation Rate. Disregarded from participation rate, single custodial parent with child under 12 months old. Twelve months of age is

the maximum allowed under TANF regulations, individual counties may assign a lower age limit.

Code 02. Disregard: Participation Rate Sanction 3 Months

Disregarded from participation rate because all of the following apply:

1. required to participate, but not participating
 2. sanctioned for the sample month, but not sanctioned for more than 3 months within the preceding 12 month period
- While one or more adults may be sanctioned more than 3 months within the preceding 12 month period, the family itself may not be disregarded from the participation rate for more than a total of 3 months within the preceding 12 month period. Therefore, this code can only be used for a month in which the family is disregarded from the participation rate.

Code 03: Disregard: Research Evaluation

The family is part of an ongoing approved research evaluation. The research status allows the family to be disregarded from being included in the WTW rate calculation.

Code 04: Disregard: Welfare Reform Waiver

The family is disregarded from being included in the WTW participation rate calculation based on an approved welfare reform waiver.

Code 05: Disregard: Tribal Work Program

The family is disregarded from the WTW participation rate calculation based on participation in a Tribal Work Program.

Code 06. Exempt, Single Custodial Parent With Child Under 6 Years old.

Single custodial parent with child under 6 years of age and child care is not available.

Code 07. Exempt Disabled Adult is exempt due to disability.

Code 08. Exempt Caretaker of a Severely Disabled Child. Adult is exempt due to being the caretaker of a severely disabled child.

Code 09. Exempt: Domestic Violence

This adult is exempt from WTW participation requirements under a federally recognized domestic violence waiver.

Code 10. Exempt: State Waiver

This adult is exempt from WTW participation requirements under a State waiver.

Code 11. Exempt Other Adult exempted from Welfare To Work (WTW) participation for reasons other than listed.

Code 12. Required to Participate and Sanctioned for More than 3 Months

Adult sanctioned for the sample month and sanctioned for more than 3 months within the preceding 12 months.

Code 13. Required to Participate and Sanctioned for Less Than 3 Months. Adult

sanctioned for the sample month, but not sanctioned for more than 3 months within the preceding 12 months.

Code 14. Required to Participate and Not Participating and Not Sanctioned.

Adult required to participate and not participating and not sanctioned for the sample month.

Code 15. Deemed Engaged in Work. Deemed engaged in work, single teen head-of-household or married teen that maintains satisfactory school attendance.

Code 16. Deemed Engaged in Work. Deemed engaged in work, single teen head-of-household or married teen that participates in education directly related to employment (vocational education) for an average of at least 20 hours per week during the sample month. If 30 hours or more, code 19.

Code 17. Deemed Engaged in Work. Parent or caretaker relative (who is the only parent or caretaker relative in the family) with child under age 6 and

- parent or caretaker relative engaged in work activities for at least 20 hours per week. If 30 hours or more, code 19.
- Code 18. Required to Participate but Not Meeting Minimum Requirements. Adult required to participate and is participating, but not meeting the minimum participation requirements.
- Code 19. Required to Participate and Meeting Minimum Requirements. Adult required to participate and is participating and meeting the minimum participation requirements. In a two-parent household if one parent is meeting the work requirements then code the non-working parent here.
- Code 99. Not Applicable. Applies to person living with the household and whose income or resources are counted in determining eligibility for or amount of assistance, but is not included in the AU. Also applies to Non-needy Caretaker Relative or SSI Caretaker Relative.

T4839 Parent w/Minor Child in family

Enter the one digit code that indicates the adult's (or minor child head-of-household's) parental status.

NOTE: If T30 is coded 3 or 5, then leave blank.

- Code 1. This adult is a parent with a minor child in the AU (or otherwise eligible to be in the AU, such as SSI or MFG child) and is counted in the two-parent universe. All cases that meet this specific Two-Parent AU definition should have been identified with the aid code "35" "3M" or "3U" and be included in the Separate State Program Maintenance of Effort (SSP/MOE) universe.
- Code 2. This adult is a parent or caretaker relative with a minor child in the AU (or otherwise eligible child) and is NOT counted in the two-parent universe.
- Code 3. This adult does not have a minor child in the AU (nor an otherwise eligible child) and is NOT counted in the two-parent universe.

T4812 Type of Family/Work Participation

NOTE: There can only be one entry in this item per family.

This data item identifies how this family will be used in the WTW participation rate. WTW categories are different than TANF categories. It is based on how many adults are required to participate in WTW activities. Families can be categorized as either a one-adult code 1, a two-parent (SSP/MOE) code 2, or a no adult code 3 family. Sanctioned adults will be factored in by the end users by combining information with other data items.

- Code 1: Family required to participate but not a two-parent family
This family has one aided non-disabled adult. This code also includes situations with two aided adults and one is disabled and WTW exempt, and instances where the single parent is WTW sanctioned.
- Code 2: Two-Parent family
This family is in the two-parent SSP/MOE sample universe. This code includes two aided non-disabled adults, one aided nondisabled adult and one adult WTW sanctioned, or two WTW sanctioned adults.
- Code 3: Family not required to participate
This family has no aided adults. This code includes Non-Needy Caretaker Relative cases and cases where all adults are SSI recipients or undocumented aliens.

T49. Unsubsidized employment Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

Unsubsidized employment means paid employment, in the private sector or public, for which the employer receives no governmental subsidy. This code includes self-employment.

Enter the actual (as opposed to scheduled) average number of hours per week, if none enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T50. Subsidized Private Sector Employment Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

Subsidized employment means employment in which the Welfare to Work (WTW) participant's private sector employer is partially or wholly reimbursed for wages and/or training costs.

Enter the actual (as opposed to scheduled) average number of hours per week, if none, enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T51. Subsidized Public Sector Employment Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

Subsidized employment means employment in which the Welfare to Work (WTW) participant's public sector employer is partially or wholly reimbursed for wages and/or training costs.

Enter the actual (as opposed to scheduled) average number of hours per week, if none, enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T52. Work Experience Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

Work experience means the limited term work for an employer to develop work habits and work history. There is no expectation that the participant will be hired at the end of the training period. Work experience may be paid or unpaid, in the private or public sector. The difference between paid work experience and on the job training (OJT) item #53 is that on the job training (OJT) participants are hired on a permanent basis.

Enter the actual (as opposed to scheduled) average number of hours per week, if none, enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T53. On The Job Training Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

On the Job Training (OJT) means employment in which the employer is paid to provide skill training to a participant on the job and pays a wage to that participant. The expectation is that on completion of the training period, the participant will transition to unsubsidized employment with that employer. All On Job Training (OJT) activity is to be reported here regardless of the funding source for employer reimbursement (e.g., grant diversion, Private Industry Council [PIC], et cetera [etc.]).

Enter the actual (as opposed to scheduled) average number of hours per week, if none enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T54. Job Search and Job Readiness Assistance Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

Job search means a Welfare to Work (WTW) activity in which the participant's principal activity is to seek employment.

Job readiness assistance means a Welfare to Work (WTW) activity that provides the recipient with training to learn the basic job seeking and interviewing skills, to understand employer expectations, and to learn skills designed to enhance an individual's capacity to move toward self-sufficiency.

Enter the actual (as opposed to scheduled) average number of hours per week, if none, enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T55. Community Service Programs Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

Community service means a Welfare to Work (WTW) training activity that is temporary and transitional is performed in the public or private nonprofit sector under the close supervision of the activity provider. Community service provides participants with basic job skills that can lead to employment while meeting a community need.

Enter the actual (as opposed to scheduled) average number of hours per week, if none, enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T56. Vocational Education Training Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

Vocational education means vocationally specific skill training in a classroom or on a job site.

Enter the actual (as opposed to scheduled) average number of hours per week, if none, enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T57. Job Skills Training Directly Related to Employment Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

Job skills training directly related to employment means a specific job has been offered contingent on the completion of specific skills training.

Enter the actual (as opposed to scheduled) average number of hours per week, if none, enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T58. Education Directly Related to Employment Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

Education directly related to employment for individuals with no high school diploma or certificate of high school equivalency means the recipient has a job contingent on the completion of the educational requirement. Included are adult basic education, English-as-a-Second-Language (ESL), and General Equivalency Diploma (GED).

Enter the actual (as opposed to scheduled) average number of hours per week, if none, enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T59. Satisfactory School Attendance Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

Further, this item only applies to teen head of household.

Satisfactory school attendance for persons without a high school completion (diploma, equivalency certificate) means attendance at a secondary school or in a course of study leading to a certificate of general equivalence or high school diploma.

Enter the actual (as opposed to scheduled) average number of hours per week, if none, enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T60. Providing Child Care to Individual Participating in Community Service Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

Providing childcare to an individual participating in community service means being an assigned by Welfare to Work (WTW) as an unpaid child care provider for participants in either community service or work experience.

Enter the actual (as opposed to scheduled) average number of hours per week, if none, enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T61. Additional Work Activity Permitted Under Waiver Demonstration Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

Additional work activities permitted under a demonstration project waiver means those activities other than the TANF activities listed above that are specifically countable under the terms of the waiver.

This activity requires a Federal waiver.

Enter the actual (as opposed to scheduled) average number of hours per week, if none, enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T62. Other Work Activities Hours

ONLY APPLIES TO T30 FAMILY AFFILIATION CODE 1.

"Other work activities" covers all other work activities provided that are not permitted under a State waiver and are beyond the requirements of the statute. If several, combine the average number of hours per week.

Enter the actual (as opposed to scheduled) average number of hours per week, if none enter zero.

Average number of hours per week is the total sample month hours divided by 4.3.

T64A. Amount of Gross Self Employed Earned Income

Enter the amount of gross self-employed earnings for the sample month.

If none, enter zero.

T64B. Amount of Self Employed Earned Income after Business Deductions

Enter the amount of self-employed earnings after the cost of doing business has been deducted from self-employed gross. The adult has the option of choosing either the standard deduction of 40% or using the actual costs as a deduction. If there is an entry in T64A "Gross Self Employed Income" and the adult has chosen actual expenses that reduce the net to zero, then the reviewer must explain in the comments section that "Actual business costs have reduces the net to zero".

If there has been no self-employment income, enter zero.

T64C. Amount Gross Non-Self Employed Earned Income

Enter the amount of earned income (non-self employed) for this adult for the sample month. If none, enter zero.

T65A. Amount Earned Income Credit

Enter the amount of Earned Income Credit (EIC) for this adult for the sample month. If none, enter zero. Earned Income Credit (EIC) is the income formerly known as Earned Income Tax Credit (EITC).

T65B. Amount of Social Security

Enter the amount of Title II Social Security benefits received by this adult for the sample month. If none, enter zero.

T65C. Amount of Supplemental Security Income (SSI)

Enter the amount of Title XVI SSI received by this adult for the sample month. If none, enter zero.

T65D. Amount of Worker's Compensation

Enter the amount of Worker's Compensation (WC) received by this adult for the sample month. If none, enter zero.

T65E. Other Unearned Income

Enter the amount of unearned income received by this adult for the sample month. Includes but is not limited to: Veteran's benefits, Unemployment Compensation, other government benefits not previously listed, housing subsidy, contributions, income-in-kind, deemed income, General Assistance, educational grants/scholarships/loans, and other. **DO NOT INCLUDE THE TANF GRANT, THE AMOUNT OF FOOD STAMP BENEFITS, EIC, Social Security, SSI, Workers Compensation, child care subsidy or Child Support.** If none, enter zero.

T65F. State Disability Income

Enter the amount of State Disability Income (SDI) received by this adult for the sample month. If none, enter zero.

T65G. Private Disability Income

Enter the amount of Private Disability Income (PDI) received by this adult for the sample month. If none, enter zero.

CHILD LEVEL DATA: ONE PER PERSON

T66 FAMILY AFFILIATION

Enter the code indicting the child's relation to the eligible family.

A "child" means a person who is a member of an AU and who is under the age of 18 or is enrolled as a full-time student in high school or a vocational or technical program, provided he/she can reasonably be expected to complete the program before reaching age 19. A minor parent shall be considered a child if they are included in an AU with a senior parent.

Code 1. Member of AU. Include MFG children in this code.

Code 2. Parent (not in the AU) of a minor child that is an AU member. This code applies to an excluded minor parent in his/her senior parent's case.

Code 3. Do not use this code for children.

Code 4. Minor sibling (not in the AU) of a minor child that is an AU member. Use code 1 for MFG children.

Code 5. Do not use this code for children.

T66A. Are this Child's Needs Excluded From the Maximum Aid Payment (MAP) due to Maximum Family Grant (MFG) Regulations

Indicate whether this is an MFG child.

T66B. Is This Child a Parent of a Child in the AU?

Indicate whether this child is also the parent of a minor child in the AU.

T67A Mother Marital Status at Birth

Indicate the marital status of this child's mother at the time of this child's birth.

Code 1. At the time of this child's birth, the mother was married to someone.

This includes separated.

Code 2. At the time of this child's birth, the mother was not married to anyone.

This includes divorced (and not remarried).

Code 9. The mother's marital status at the time of this child's birth is unknown.

T67B Was This Child Born on Aid

Enter the code to indicate whether this child was born on TANF (that is, on 12-01-96 or later and the AU was receiving TANF). If the child was born subsequent to 12-01-96 and the family was not receiving TANF, enter code 2 "no". If this child was born prior to 12-01-96, enter code 3 "N/A".

T69A Hispanic or Latino

Enter either a code 1 (Yes) if this child is Hispanic or Latino or Code 2 (No) as recorded in agency records.

Each child must have a code in T69A AND at least one item in T69B through T69F must be coded 1.

T69B American Indian/Alaskan Native

Enter either a code 1 (Yes) if this item indicates the race of this child or code 2 (No) as recorded in agency records.

T69C Asian

Enter either a code 1 (Yes) if this item indicates the race of this child or code 2 (No) as recorded in agency records.

T69D Black or African American

Enter either a code 1 (Yes) if this item indicates the race of this child or code 2 (No) as recorded in agency records.

T69E Hawaiian/Pacific Islander

Enter either a code 1 (Yes) if this item indicates the race of this child or code 2 (No) as recorded in agency records.

T69F White

Enter either a code 1 (Yes) if this item indicates the race of this child or code 2 (No) as recorded in agency records.

T70 Gender

Indicate this child's gender.

Code 1. male

Code 2. female

T71A Receives Disability Benefits from a Non-Social Security Funded Program

Indicate whether this child has received non-Social Security based disability benefits for the sample month. Non-Social Security Act federal disability programs are Veteran's Disability Benefits, Worker's Compensation, and Black Lung benefits. Enter the amount in Item T76B.

T71B Receives Supplemental Security Income (SSI) Title XVI – SSI

Indicate whether this child received SSI for the sample month.

T72 Relationship to Head of Household (HH)

Indicate this child's relationship to the head of the TANF household.

- Code 01. N/A
- Code 02. N/A
- Code 03. N/A
- Code 04. Daughter or Son of the Head of Household
- Code 05. Stepdaughter or Stepson of the Head of Household
- Code 06. Grandchild or Great Grandchild of Head of Household
- Code 07. Other Related Child (Brother, Sister, Niece, Nephew, Cousin)
- Code 08. Foster Child of the head of household. If the child is both a foster child and other related (code 07), code as foster.
- Code 09. Unrelated Child.
- Code 10. N/A

T73 Parent with Minor Child in Family

Indicate whether this child has a minor child in the AU (or an otherwise eligible child, such as an SSI child). You would answer "Yes" only if this child is a minor parent in his/her senior parent's assistance unit.

- Code 1: N/A
- Code 2: Yes. Child has own child in AU.
Use this code if this minor child is both the parent of an even more minor child in the AU, and is neither the head-of-household nor the spouse of the head-of-household.
- Code 3: No. This child does not have his/her own minor child in the AU.

T74 Education Level

Enter the code indicating the highest education level completed by this child as of the sample month. "01-11" means to use the number from 01 through 11 to report the grade level if that is the highest completed, for example, if the child is in the ninth grade, code "08". If this child is in kindergarten or nursery school, use code 98, no formal education. If this person is in the AU, then code 99 "Unknown" is unacceptable.

T75 Citizenship/Alienage

Enter the code indicating this child's citizenship status. Code what the agency records and the IEVS will support. There are three choices:

- Code 1. US citizen (native or naturalized);
- Code 2. Qualified alien. A "qualified alien" is an alien who is:
 - lawfully admitted for permanent residence in the US under the INA; or
 - a refugee who is admitted to the US under Section 207 or the INA; or
 - Granted asylum under section 208 of the INA; or
 - paroled into the US under section 212(d)(5) of the INA for a period of at least one year: or

an alien whose deportation is being withheld under section 243(h) of the INA (under previous law), or section 241(b)(3) of the INA; or
granted conditional entry pursuant to section 203(a)(7) of the INA as in effect prior to April 1, 1980; or
a battered spouse, battered child, or parent or child of a battered person with a petition pending under sections 204(a)(1)(A) or (B) or 244(a)(3) of the INA.

Code 9. Unknown = Other.

T75A Is This Person Excluded Due to Their Alien Status

Indicate whether this child is excluded from the Assistance Unit due to his/her alien status. Code "Yes" for both undocumented aliens and ineligible Legal Permanent Residents (LPR).

T75B If Alien, Date of Entry into United States (US)

Enter the date of entry in the following format: MMDDYY; for example (e.g.), if the date of entry was July fourth, 1989, enter 070489. If this child is either an undocumented alien or not an alien, leave this item blank.

T75C If Alien, Alien Status

If not an alien, leave this item blank.

- Code 1. Refugee.
- Code 2. Sponsored Alien.
- Code 3. Amnesty Alien.
- Code 4. Permanent Resident Under Color Of Law (PRUCOL) Alien.
- Code 5. Other Alien.

T76A Amount of Unearned Income: Supplemental Security Income (SSI)

Enter the amount of SSI received by this child for the sample month.

T76B. Other Disability Unearned Income

Enter the amount of the sample month other disability based unearned income that you indicated this child received in Item T71A.

END